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Clark County Regional Support Network Policy Statement

Policy No.: CM25
Policy Title: Adult Residential Rehabilitation Center Screening and Wait List
Effective Date: September 1, 2001

Policy: The CCRSN shall establish a screening and wait list procedure for placement in PIHP contracted beds in Area Adult Residential Rehabilitation Centers (ARRC) for those adult PIHP consumers needing ARRC level of care.

Reference: WAC 388-865, Clark County Provider Contract Agreement, CCRSN Policy and Procedure QM05 Elements of Care Clinical Guidelines, CCRSN Policy and Procedure CM31 Appeal of Denial – Adult Service Elements

Procedure:

1. All placements into PIHP contracted ARRC beds shall require pre-authorization by a CCRSN Care Manager.
2. The disposition of a consumer's referral for an ARRC contracted bed shall be completed in a timely fashion. It shall be the provider's responsibility to obtain all information/documentation necessary to achieve a timely disposition of the consumer's referral.
3. Appropriateness for payment authorization for ARRC level of care shall be determined through a care conference with a CCRSN Care Manager. The care conference shall follow the provider's formal screening contact with the consumer and, as necessary, will include a review of relevant mental health documentation, medical records, and input from involved clinicians. Disposition resulting from the consumer's formal screening contact shall be determined in a timely fashion as follows:
 - a) For consumers who represent a risk of state hospital commitment due to a current local hospitalization or have a history of frequent or lengthy local hospitalizations, and for whom stabilization and rehabilitation through ARRC placement could be beneficial, a disposition resulting from the screening contact shall be determined within three business days.
 - b) For consumers at risk of homelessness and/or hospitalization and who represent an imminent danger to themselves in the community due to a severe and persistent mental disorder, and for whom stabilization and rehabilitation through ARRC placement could be beneficial, a disposition resulting from the screening contact shall be determined within three business days.
 - c) For consumers in residence at Western State Hospital, a disposition resulting from the screening contact shall be determined within one week.

- d) For consumers not at risk for homelessness or state hospital commitment, and who are living independently or with support in the community, a disposition from the screening contact shall be determined within two weeks.
4. Admission criteria for PIHP contracted ARRC beds shall include, but not be limited to, the following:
- a) Consumer's psychiatric symptoms interfere with daily functioning such that regular staff contact, training, and/or supervision is needed to maintain/achieve stability and develop skills for independent living.
 - b) Consumer is in need of 24 hour staffing in order to maintain health and safety needs.
 - c) Consumer is not able to safely and adequately live in a less restrictive setting and can benefit from residential psychiatric rehabilitation and training that leads to independent living.
 - d) Consumer, with 24 hour support, would be at minimal risk for dangerous behavior in the community and is able to manage independently for brief time periods in the community without staff supervision.
 - e) Consumer needs reminders, support, and or assistance to perform ADLs.
 - f) Consumer is able to maneuver independently in the physical environment.
 - g) Consumer may have medical problems that do not require 24 hour nursing care
 - h) Consumer requires assistance to administer medication.
 - i) For situations in which a consumer's functional status is in question as to whether or not the consumer is able to benefit from residential psychiatric rehabilitation, a functional assessment may be obtained (e.g., Allen Cognitive Level Screening).
5. Upon determination that a consumer is able to benefit from a rehabilitation level of care in an ARRC facility and if no PIHP contracted bed is available, the consumer shall be placed on a waiting list maintained by the provider who shall forward a copy of the wait list to the CCRSN along with the consumer's screening and medical record documentation. The provider shall forward an updated copy of the waiting list to the CCRSN following any changes of a consumer's status on the wait list. The wait list shall reflect the dates of service inquiry, request for screening contact, date of screening contact, and date of care conference disposition, as well as the consumer's designated priority for placement as defined in the CCRSN Policy and Procedure for ARRC Placement.
6. When an ARRC contracted bed becomes available, the CCRSN policy and procedure for placement in an ARRC will be followed. While the final decision to authorize payment for a specific consumer for ARRC level of care rests with the CCRSN, the decision will be made in consultation with the Hospital Liaison, referring clinician(s), and ARRC provider.
7. If payment authorization for a consumer is denied by the CCRSN for placement in a contracted ARRC bed, an appeal may be filed. The CCRSN will review all denials in accordance with CCRSN Policy and Procedure CM31 Appeal of Denial – Adult Service Elements.
8. Should the CCRSN give payment authorization for ARRC level of care but a consumer is denied access to a PIHP contracted bed by the provider, the provider shall document the reasons for such in a letter to the referring clinician and consumer. The letter shall detail the provider's policy and

procedure regarding complaints and treatment denials as well as the availability of Ombudsman support for the complaint and grievance process with the CCRSN. A copy of the denial letter will also be provided to the CCRSN within 24 hours. The CCRSN shall review all denials in accordance with the CCRSN Policy and Procedure CM31 Appeal of Denial – Adult Service Elements.

Approved By: Michael Piper Date: 9-1-04
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